ALL INDIA GEM & JEWELLERY DOMESTIC COUNCIL (GJC)

CODE OF CONDUCT FOR THE GUIDANCE OF CANDIDATES CONTESTING FOR THE VACANT POSITION OF COMMITTEE OF ADMINISTRATION ("COA")

ELECTION 2026

I. GENERAL CONDUCT:-

a. **Non-Discrimination**

No candidate shall engage in any activity that may foster divisions, hatred, or tension among members based on their classification, background, caste, religion or group affiliations.

b. **Criticism of Candidates**

Any criticism of other candidates shall be strictly limited to their policies, programs, past performance and work. Criticism based on unverified allegations or matters unrelated to the candidate's official capacity or GJC activities shall be avoided. Personal attacks or discussions of private lives that are not relevant to the GJC or the election process are prohibited.

c. **Cordial Atmosphere**

All members are expected to maintain a cordial, respectful, and professional atmosphere throughout the election campaign.

d. **Harmonious Conduct**

In the interest of maintaining harmony among members, candidates and their supporters shall refrain from:

i. Criticizing the private lives of other candidates;

ii. Making baseless or unverified allegations against other candidates;

iii. Making any comments about other candidates that are unrelated to the activities of the GJC.

e. **No Appeal to Caste or Communal Sentiments**

Candidates shall not appeal to any group, classification of members, or individuals based on caste, communal or religious sentiments in order to secure votes.

f. **No use of Religious or GJC Premises for Election Propoganda**

No place of worship, GJC premises or property shall be used as a forum for election-related activities, including propaganda or canvassing.

g. **Prohibition of Corrupt Practices**

All candidates shall avoid any form of corrupt practices, including but not limited to:

- Bribing voters;

- Intimidating or coercing voters;
- Impersonation of voters;
- Organizing or arranging congregations of voters or members at polling facilities or at private premises for election-related activities;
- Misuse of members computer systems, networks, or device for voting.

h. **Online Voting Integrity**

The Returning Officer shall monitor the online voting process. A single computer, IP address shall only be used to cast ONE VOTE and as prescribed under Election Rules. The GJC conducts elections on the principle of **ONE VOTER - ONE VOTE**.

i. **Right to Peaceful Home Life**

The right of every individual to peaceful, undisturbed home life shall be respected by all candidates. No candidates shall engage in any activity that disrupts the privacy or peace of any individual or family.

j. **Expression of Dissent**

Candidates may express professional opinions or views regarding other candidates, but must refrain from engaging in disruptive actions, such as approaching private properties or any member's premises to express dissent, support, or protest, under any circumstances.

k. **Maintaing Professionalism**

As GJC is a trade body, candidates are expected to uphold a professional, brotherly and friendly atmosphere during the election process. Business, professional, personal, familial and social relationships among members shall be respected and shall not be exploited for electoral gain.

l. **Use of Property for Election Activities**

No candidate, whether personally or through their supporters or representatives, shall use any property belonging to or occupied by a GJC member, including land, buildings, compounds, walls or any other premises or property, for election-related meetings, promotional displays or the display, distribution or circulation of election-related materials, including posters, banners, pamphlets and brochures, without obtaining the prior written consent of the concerned property owner or lawful occupier.

m. **Direct Contact and Hate Propoganda**

Candidates may approach and communicate with members individually, on a one-to-one basis, for the purpose of seeking their votes. However, no candidate, either personally or through their supporters or representatives,

shall engage in or promote hate speech, incitement, or defamatory, derogatory, or malicious propaganda against any individual or organization.

n. **Non-Interference in other Candidates' Meetings**

No candidate, whether personally or through their supporters or representatives, shall disrupt, obstruct, interfere with, or create any hindrance to meetings, gatherings or election-related events organized by any candidate.

o. **Prohibition of Processions and Group Meetings**

During the election period, commencing from the announcement of the elections until the declaration of the results, no candidate, either personally or through their supporters or representatives, shall organize, participate in, or facilitate any procession, congregation, or group meeting involving activities that may constitute, or reasonably be perceived as, an improper or corrupt electoral practice.

p. **COA Meetings during Election period**

No meeting of the COA shall be convened or held during the period commencing from the announcement of the elections until the declaration of the election results, except in cases of genuine emergency, as determined by the Returning Officer ("RO") and the Election Committee ("EC").

Any COA meeting proposed to be convened during this period shall require the prior approval of the Election Committee. Adequate advance notice, together with a detailed agenda, shall be circulated to all concerned members before the meeting.

No matter other than the items specifically included in the agenda approved by the EC shall be taken up for discussion or consideration at such meeting.

II. MEETINGS, GATHERINGS, CONGREGATIONS OR PROCESSIONS AND GRIEVANCES:-

a. Advance Clearance for Restrictions

Every candidate shall, in advance, ascertain whether the RO has issued any restrictions, directions, prohibitory orders or injuctions applicable to any candidate, their representatives or any other individual in connection with the election.

Where a candidate seeks an exemption, relaxation or modification of such restrictions or orders, a formal written application shall be submitted to the RO, clearly setting out the grounds and reasons justifying the request. No such exemption, relaxation or modification shall be acted upon unless and until it is expressly approved in writing by the RO.

b. Procedure for addressing Grievances or Complaints

Any grievance or complaint arising in connection with the election shall be promptly reported in writing by the concerned candidate or member to the **Convenor** of the **Election Committee** and the **GJC Secretariat,**

within a reasonable timeframe from the date on which the concerned person becomes aware of the matter.

The GJC, the RO and the EC shall not be held responsible for any delay in the reporting, consideration or resolution of any grievance or complaint to the extent such delay is attributable to the failure or omission of the concerned candidate or member to report the matter in a timely manner.

c. Eligibility for Participation

The GJC elections shall be exclusively for GJC MEMBERS who are eligible to participate or contest in accordance with the applicable Election Rules. No third party, non-member or outsider shall be permitted to interfere with or disrupt the election process, influence or attemot to influence the voting process, or engage in canvassing or campaigning in favor of or against any candidate or their respective electoral agenda or platform.

d. Approval for Meetings, Events, and Promotional Activities

Any candidate intending to organise or conduct meetings, canvassing events, or to use electronic, digital or other promotional or campaign materials in connection with the elections shall obtain the prior approval of the EC by submitting a formal request at least two (2) days in advance of the proposed activity or use.

Any activity undertaken or material used without the requisite prior approval shall constitute a violation of these Code of Conduct and may attract appropriate disciplinary action, including disqualification, where warranted under the GJC Election Rules.

e. Use of Electronic Media for Canvassing and Promotion

In the interest of promoting fair election practices and minimising environmental impact, candidates are encouraged to rely primarily on electronic and digital media, including email, social media and other digital communication platforms, for communicating with members and disseminating election-related messages.

However, the following restrictions shall apply:

1. **Prohibition on canvassing through webinars:** Webinars, virtual meetings, online conferences or similar platforms shall not be organised, sponsored, facilitated or used, directly or indirectly, for canvassing, campaigning or promoting any candidate or their candidature.
2. **Participation in webinars and virtual events:** Candidates attending or participating in any webinar, virtual meeting or online event shall not use such participation, whether overtly or covertly, as an opportunity to canvass, solicit votes or promote themselves or their candidature.

III. POLLING DAYS

All Candidates shall:

a. Cooperate fully with the RO, Polling Organisers and their duly authorised representatives to ensure a peaceful, orderly and transparent polling process, and to safeguard the right of every voter to exercise their franchise freely, without harassment, intimidation, disruption or obstruction.

b. Refrain from engaging in any informal or unauthorised communication with the RO, Polling Organisers or other election officials concerning the election process. Any grievance, complaint or election-related representation shall be submitted only through the prescribed formal channel.

c. In order to protect the environment, refrain from distributing any paper materials, including slips, sheets, posters, pamphlets, brochures or any other materials containing a candidate' name, symbol, or other content intended to influence or guide any GJC member, whether a voter or a representative, to vote for a particular candidate.

d. Take all necessary precautions to prevent unnecessary gatherings or congregation of members or supporters near any member's premises, polling facility or any individual member's computer, network or other electronic systems, so as to avoid potential confrontations, intimidation, disruption or tensions among members or supporters of competing candidates.

e. Ensure that the premises of the candidate and other GJC members remain free from excessive gatherings. At no time shall more than two (2) GJC members be present simultaneously at the premises of any candidate or other GJC member for election-related canvassing or campaigning purposes.

   No posters, flags, symbols, banners, pamphlets, brochures or other election-related promotional materials shall be displayed at such premises.

f. Extend full cooperation to the RO, Election Committee and authorised Observers, and strictly comply with all reasonable directions, restrictions and instructions issued by them in connection with polling-day arrangements and the conduct of the election, with a view to maintaining the integrity, fairness and orderly conduct of the election process.

g. Any breach or non-compliance with the above provisions may result in appropriate disciplinary action under the GJC Election Rules, including, where warranted, disqualification of the concerned candidate.

   Where a violation by a member is established, the Election Committee or the competent election authority may take appropriate action in accordance with the GJC Election Rules, including declaring the affected vote(s) invalid, where permissible under the applicable rules.

IV. OBSERVERS:-

All candidates and their representatives shall respect and fully cooperate with the authority of the RO appointed by the GJC to supervise, monitor and oversee the election process.

Any complaint, concern or issue relating to the conduct of the election or the voting process shall be promptly brought to the attention of the RO for appropriate consideration and action.

The voter list shall remain final and shall not be altered or modified during the election process, except for corrections or updates to members' communication details, which shall not affect their eligibility to vote or otherwise alter their voting rights.

V. EXISTING COA:-

COA members holding office at the time of the announcement of elections shall ensure that their official position, authority, influence and access to GJC resources are not used, directly or indirectly, to obtain any electoral advantage or influence the outcome of the elections.

In particular, the following conduct shall be prohibited:

a. **Separation of Oficial Duties from Election Campaigning**

COA members and contesting candidates shall not combine the discharge of their official duties, official visits or GJC-related engagements with any electioneering or campaigning activities. GJC machinery, infrastructure, personnel, employees, office resources or executive officers shall not be deployed, directly or indirectly, for the benefit or promotion of any candidate.

b. **Prohibition on use of GJC Transport and Resources**

GJC-funded or GJC-provided transport and resources, including authorised air travel, vehicles, machinery, equipment and personnel, shall not be used, directly or indirectly, to further the electoral interests of any candidate or group of candidates.

c. **Restrictions on use of GJC Offices and Premises**

GJC offices, facilities and premises, as well as any member's premises or public spaces under the control or management of GJC, shall not be exclusively occupied, monopolised or used by incumbent COA members or contesting candidates for election meetings, campaign events or other election-related activities.

d. **Prohibition on Misuse of Media and Publicity**

No candidate or incumbent COA member shall use GJC-funded, sponsored, endorsed or controlled media, publications, communication channels or

publicity platforms to promote their candidature, solicit votes or secure any electoral advantage.

GJC-funded or controlled media platforms shall maintain neutrality during the election period and shall not be used for partisan coverage, selective publicity or promotion of the achievements, activities or performance of incumbent COA members with the intent or effect of influencing the election in their favour.

e. **Restrictions on Financial Expenditures**

From the date of announcement of the elections by the Election Committee until the declaration of results, incumbent COA members and executive personnel shall not sanction, approve or authorise any new or discretionary expenditure, payment or financial commitment on behalf of GJC, except:

i. Expenditure necessary for the routine day-to-day functioning and essential operations of GJC; and

ii. Expenditure directly and necessarily connected with the conduct and administration of the elections.

All such expenditure shall be properly documented and undertaken in accordance with the applicable financial approval procedures of GJC.

f. **Prohibition on Announcements of New Projects, Financial Commitments and Appointments**

From the date of announcement of the elections by the Election Committee until the declaration of results, incumbent COA members shall not:

i. Announce, sanction or approve any new projects, financial schemes, programmes or initiatives on behalf of GJC, or make promises in relation thereto;

ii. Enter into or make commitments concerning new projects, programmes, schemes or initiatives that may create future financial or other obligations for GJC or its members;

iii. Make ad-hoc appointments, nominations or assignments to executive positions, committees or other GJC offices which may confer an electoral advantage upon incumbent COA members or any contesting candidate.

The above restrictions shall not apply to appointments or arrangements that are strictly necessary for the administration and conduct of the elections or for addressing genuine operational exigencies, provided that the reasons are duly recorded.

g. **Access to Polling and Counting Facilities**

Incumbent COA members shall not enter or remain within any polling station, voting facility or vote-counting venue in their official capacity, except where specifically authorised by the RO. Any such member who is also a candidate, voter or duly authorised election agent may access such facilities only in that respective capacity and subject to the same rules and restrictions applicable to other candidates, voters or authorised agents.

VI. GUIDELINES ON ELECTION MANIFESTOS AND CANDIDATE INTRODUCTIONS

a. Candidates shall refrain from independently issuing, circulating or distributing election manifestos, agendas, promotional materials, pamphlets, brochures or other campaign literature containing promises, assurances or commitments relating to the future functioning, management or affairs of GJC.

   Notwithstanding the above, candidates may submit their proposed vision, objectives and commitments for inclusion in the common candidate information document to be circulated in accordance with Clause (b) below. The inclusion of such statements or commitments shall not, by itself, constitute a corrupt practice under applicable laws.

b. In the interest of transparency and to enable members and voters to make an informed choice, the RO, or the Election Committee as directed by the RO, shall endeavour to prepare and circulate a common document containing the introduction, background, vision and proposed commitments of all duly nominated candidates.

   The document shall preferably be circulated electronically, in PDF format or through any other suitable digital medium, and shall be arranged in alphabetical order of the candidates' names, with separate sections for different zones or panels, wherever applicable.

c. The introductory statements and other information relating to each candidate included in the common document shall be based solely on information furnished by the respective candidates in their official nomination forms or through such additional information as may be specifically sought by the RO or Election Committee for this purpose.

   The information included shall be relevant, accurate, lawful and non-defamatory. No statement or material that is misleading, derogatory, defamatory, contemptuous or intended to disparage another candidate, individual or organisation shall be permitted.

   The RO and the Election Committee shall endeavour to ensure uniformity in the presentation and treatment of information relating

to all candidates, without expressing any preference or opinion in favour of or against any candidate.

d. The counting and declaration of election results shall be conducted through Zoom or such other virtual platform as may be determined by the RO, in the presence of the members, contesting candidates, Election Committee members and the RO, subject to applicable arrangements and technical requirements.

   All contesting candidates and their representatives shall strictly adhere to the provisions of this Code of Conduct throughout the election period. Any violation may result in appropriate disciplinary action, including disqualification of the concerned candidate, wherever warranted under the applicable rules.

   For all purposes relating to the interpretation, implementation and enforcement of this Code of Conduct, the English version shall prevail and shall be treated as the authoritative version in the event of any inconsistency or discrepancy between the English version and any translated version.

H.M. Sultan Mohideen

SD/-
Covenor
Election Committe
GJC Election 2026